F1.2 Faculty Appointments

F1.2.1 Appointments to Regular Faculty

F1.2.1.1 Types of Appointment

The regular faculty holds one type of appointment:

1. Tenure
2. Tenure track (non-tenured, on tenure track)
3. Non-tenure track (on non-tenure track)
4. Temporary (one academic year or less)
5. Administrative

F1.2.1.1.1 Tenure

An appointment reserved for those regular faculty members who have been granted tenure by the Board. Tenured faculty members are on continuous appointment and, therefore, are not notified of their appointment status for the following year unless their appointment is being terminated. The procedures for dismissal or suspension of tenured faculty are covered in Section 1.6, Faculty Separation.

F1.2.1.1.2 Tenure Track

Tenure Track appointments are for one (1) year, renewable annually at the option of the university. This appointment allows the faculty member to serve a probationary period of not less than five (5) years and not more than seven (7) years in order to receive tenure. If, at the end of seven (7) years, any faculty member has not attained tenure, there will be no further renewal of appointment for the faculty member, unless a specific recommendation for a waiver of policy from the President to the contrary is approved by the Board each and every year thereafter. A person on tenure track will be given written notification of non-reappointment by March 1, prior to the termination of the current appointment.

F1.2.1.1.3 Non-Tenure Track

The faculty member is appointed to the regular faculty but is not eligible to receive tenure and is classified as non-tenure track. Faculty with this type of appointment will be given written notification of non-reappointment by March 1, prior to the termination of the current appointment. A faculty member on non-tenure track appointment may be continued annually, at the option of the university, for a period of seven (7) years. Thereafter, the appointment must be approved by the Board on an annual basis as a waiver of policy.

F1.2.1.1.4 Temporary

A temporary appointment is one in which the faculty member is appointed to the regular faculty for a period of one year or less. Upon expiration of the temporary appointment, the position, if continued, shall be opened and advertised.

F1.2.1.1.5 Administrative

Tenured faculty members appointed to administrative positions retain the tenure and rank that was previously granted when they were regular faculty members. An academic administrator may not hold tenure by virtue of an appointment to an administrative position, but may attain and hold tenure as a member of the regular faculty.

F1.2.1.2 Length of Appointments

Because of the budget balancing amendment of the Oklahoma Constitution, the Board may not obligate itself beyond a current fiscal year for salaries or compensation in any amount to its employees. The Board does, however, recognize the intent to reappoint tenured personnel within existing positions that are continued the next academic year subject to sufficient allocations or appropriations of funds.

In most instances the length of the regular faculty contracts are for a nine- or ten-month period; however, some regular faculty contracts are for a twelve-month period.

F1.2.1.3 Initial Appointments to the Regular Faculty

The Board has delegated authority to make appointments to the regular faculty to the university President. Appointments to the regular faculty are reported to the Board at the next regular meeting following the appointment.

F1.2.2 Appointments to the Supplemental Faculty

The Board has delegated authority to make appointments to the supplemental faculty to the university President. These appointments are limited to specific duties and a specific period of time. Supplemental faculty are not entitled to notification of non-reappointment.

F1.2.3 Appointments to the Summer Teaching Faculty

Regular faculty appointment to the summer faculty is limited to the specific summer for which the appointment is made. The university has no obligation for notification of intent to reappoint in following summers. Regular faculty appointments for summer school are intended for faculty continuing employment at the university in the following year. The university may also appoint supplemental faculty (adjunct faculty, visiting faculty, etc.) to summer school at the regular summer salary rates. No intent to appoint either regular faculty or supplemental faculty is final until assigned classes have met the required minimum enrollment.

F1.2.4 Full-Time Appointments

Full-time faculty have instructional and non-instructional duties as assigned by the university. Instructional duties include, but are not limited to, the teaching of assigned classes, evaluating the students in the classes, and meeting with those students who require assistance in their classes. Non-instructional duties include but are not limited to advising students, serving on committees, sponsoring organizations, participating in professional organizations, and conducting research and other creative or scholarly activity as appropriate to the discipline in which the faculty member is assigned. A full-time faculty member should generally carry an instructional load of twelve (12) to thirteen and one-half (13.5) hours per semester and a non-instructional equivalent load of four and one-half to six (4.5 - 6) hours per semester so the full-time load would be the equivalent of eighteen (18) hours per semester.

F1.2.5 Part-Time Appointments

Part-time faculty are generally employed only for the purpose of teaching classes. The assigned responsibilities are to provide instruction, evaluate students pertaining to that instruction, and to meet with those students who require assistance in their classes. The load of a part-time faculty member who does not have additional duties will be determined by dividing their teaching load by eighteen (18). For example, a nine (9) hour teaching load would equal one-half time. Part-time faculty may not carry an assigned load in excess of one-half time without the written approval of the Provost/VPAA each semester.

F1.2.6 Joint Appointments

Appointments between two or more academic units or colleges or universities are encouraged when they are of mutual benefit. However, they (a) must not total more than 1.0 Full-Time Equivalent (FTE) and (b) must be approved by all the units and colleges or universities involved. Such appointments must have the approval of the appropriate administrative officials of all units involved and one academic unit and college shall have primary responsibility for promotion and tenure consideration.